

RESOLUTION NO. 90-80

A RESOLUTION OF THE LODI CITY COUNCIL
APPROVING THE NEW CLASSIFICATION AND SALARY RANGE
FOR ASSISTANT WATER/WASTEWATER SUPERINTENDENT
IN THE PUBLIC WORKS DEPARTMENT

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RESOLVED, that the Lodi City Council does hereby approve the **new** classification for Assistant Water/Wastewater Superintendent in the Public Works Department, as shown on Exhibit A attached hereto and thereby made a part hereof; and

FURTHER RESOLVED, that the salary range **\$2853.39 - \$3468.32**, effective May 16, 1990 is hereby approved.

Dated: May 16, 1990

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I hereby certify that Resolution No. **90-80** was passed and adopted by the City Council of the City of Lodi in a regular meeting held May 16, 1990 by the following vote:

Ayes : Council Members - Hinchman, Olson, Pinkerton, Reid and Snider
(Mayor)

Noes: Council Members - None

Absent: Council Members - None

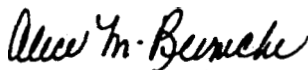

Alice M. Reimche
City Clerk

EXHIBIT A

CITY OF LODI

May, 1990

ASSISTANT WATER/WASTEWATER SUPERINTENDENT

DEFINITION:

Under general direction, plans, organizes, directs and reviews the operation of the City's water production, treatment and distribution system, water conservation program, and wastewater collection facilities; performs related work as assigned.

DISTINGUISHING CHARACTERISTICS:

The Assistant Water/Wastewater Superintendent is distinguished from the Wastewater Treatment Supervisor by responsibility for water production, treatment, distribution, sewer collection, and by specialized knowledge required to direct the operation of such treatment systems.

SUPERVISION RECEIVED AND EXERCISES:

Receives general direction from the Water/Wastewater Superintendent.
Exercises general direction over subordinate supervisors.

EXAMPLE OF DUTIES:

Duties may include but are not limited to the following:

Assists in the development and implementation of **goals**, objectives policies and priorities for the operation, maintenance and improvement to the City's water system and wastewater collection facilities; develops work standards and provides for staff training.

Plans, coordinates and reviews the work of supervisors responsible for wastewater facilities, water system, water conservation program, pipeline inspection, construction and maintenance.

Assists in the preparation and administration of the annual budget; prepares a variety of reports and written communication.

Reviews and approves plans and specifications for improvement or expansion of water production, treatment and distribution facilities; prepares estimates of materials and equipment required;

Prepares studies to evaluate and determine the availability of water treatment needs and anticipated demand; meets and confers with representatives from regulatory agencies.

Personally responds to the more complex inquiries and complaints from the public; assists in the investigation and preparation of required reports of claims against the City.

Assists in recommendations for improvement and construction of water and wastewater collection facilities.

Confers with staff and consulting engineers concerning water and wastewater design for current and proposed developments.

May act as Water/Wastewater Superintendent in his absence.

MINIMUM QUALIFICATIONS:

Knowledge of:

Principles and practices of water treatment technology, administration, policy and procedure development, evaluation and work standards.
Methods, materials and equipment used in underground pipeline inspection, repair, maintenance and construction.
Safety practices, methods and safety regulations related to work.
Principles and practices of supervision.
Federal and State regulations regarding water treatment, distribution and wastewater systems.
Principles and practices of budget development.

Ability to:

Plan, organize, and direct through subordinate supervisors the work of treatment, construction and maintenance staff.
Analyze water operations problems, evaluate alternatives and recommend effective course of action.
Prepare clear records, reports, correspondence and other written materials.
Work effectively with others to plan and coordinate staff and equipment for joint projects.
Establish and maintain effective working relationships with employees, contractors, the general public and representatives of other governmental agencies.

EDUCATION AND EXPERIENCE:

Any combination equivalent to experience and education that would likely provide the required knowledge and abilities would be qualifying. A typical combination is:

Education:

Equivalent to two years college with coursework in engineering, water treatment and distribution, collections or a closely related field.
Additional experience as outlined below may be substituted for the education on a year for year basis.

Experience:

Four years of increasingly responsible experience in construction, maintenance or operation of water or wastewater systems, two years of which were in a supervisory capacity.

LICENSES AND CERTIFICATES:

Possession of a valid Driver's License (class C) issued by the California Department of Motor Vehicles.

Possession of a valid Grade III Water Treatment Operator's Certificate issued by the California Department of Health Services within 18 months of appointment.